

HOSPITAL & CLINIC ADMINISTRATION

PADM 640 – UNM SCHOOL OF PUBLIC ADMINISTRATION

SATURDAYS, 12:00 PM TO 2:30 PM (DSH 132)

SATURDAY, JANUARY 21 – SATURDAY MAY 13, 2017

RONALD R. ALDRICH, MBA, LFACHE (ADJUNCT PROFESSOR)

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OFFICE HOURS *BY APPOINTMENT* ON SATURDAY MORNINGS

DANE SMITH HALL – CENTER COURT

ACCREDITATION CRITERIA

III.B.5 Operations Assessment and Improvement

III.B.6 Management of Human Resources and Health Professionals

III.B.9 Governance Structure Roles, Responsibilities and Alignment to Leadership

III.B.10 Leadership Visioning, Change Management and Team Development

COURSE DESCRIPTION

This course is designed for future leaders of health care organizations and provides Students with the knowledge about how HCO's deliver cost effective & high quality care.

REQUIRED TEXT BOOK AND CASE BOOK

White, K.R. and Griffith, J.R. (2016) THE WELL MANAGED HEALTHCARE ORGANIZATION. 8TH Edition, Health Administration Press: Chicago ISBN 978-1-56793-721-3

Seidel, L.F. and Lewis, J.B. (2014) THE MIDDLEBOROUGH CASE BOOK. Health Administration Press: Chicago ISBN 978-1-56793-628-5

COURSE OBJECTIVES

- 1) Identify and evaluate the functions, structure and performance of health care organizations (HCO's).
- 2) Analyze and design organizational processes that support quality improvement and patient satisfaction.
- 3) Evaluate and understand governance functions and the appropriate relationships with management and the medical staff.
- 4) Understand cultural and strategic leadership and how to lead organizational change.
- 5) Be prepared to assume a position of leadership in a health care organization and to improve your leadership capabilities.

COURSE EXPECTATIONS

Graduate Students in the UNM School of Public Administration are presumed to be adult learners who are taking PADM 640, Hospital & Clinic Administration, to improve their leadership capabilities for management roles. Students are expected to regularly attend class, actively participate and contribute to a positive learning experience. Students are encouraged to ask questions, seek clarification of issues, and to offer comments, if they agree or respectfully disagree with fellow Students or Faculty comments.

GRADING SYSTEM

Final Grades for PADM 640, Hospital & Clinic Administration, will be based on Class Participation, Mid-Term Exam and Final Exam. Participation and Mid-Term Exam will be valued at 30% each and the Final Exam will be valued at 40%. Participation will be based on Class Attendance, Engagement, as described in the Course Expectations section, and Student Team Case Presentations. If unusual home or work situations require you to miss a class, please E-Mail, Text or Call Ron Aldrich with an explanation and watch the missed class on VOD. Exams will be Essay Questions which give Students the opportunity to demonstrate both learning and the integration of knowledge.

CLASS SCHEDULE AND READING ASSIGNMENTS

Saturday, January 21, 2017, High Performing Health Care Organizations & Cultural Leadership, WMHO, Chapters 1 & 2

Saturday, January 28, 2017, Operational Leadership & Governance, WMHO, Chapters 3 & 4

Saturday, February 4, 2016, Foundations of Clinical Performance, WMHO, Chapter 5

Saturday, February 11, 2017, Clinical Staff Organization, WMHO, Chapter 6, Guest Lecturer, Barry Silbaugh, MD, MS, FACPE (Former CEO, American College Physician Executives)

Saturday, February 18, 2017, Nursing, WMHO, Chapter 7, Guest Lecturer, Melissa Cole, RN, BSN, MSW, FACHE, Unit Director, UNMH Surgical Clinics (Introduction by Student)

Saturday, February 25, 2017, Clinical Support Services, WMHO, Chapter 8

Saturday, March 4, 2017, Knowledge Management, WMHO, Chapter 10

Saturday, March 11, 2017, Population Health, WMHO, Chapter 9, Guest Lecturer, Kathy Armijo-Etre, Ph.D., Vice President, CHRISTUS St. Vincent Regional Medical Center, Santa Fe

Saturday, March 18, 2017, UNM Spring Break (No Class)

Saturday, March 25, 2017, Human Resource Management, WMHO, Chapter 11

Saturday, April 1, 2017, Environment of Care, WMHO, Chapter 12

Saturday, April 8, 2017, Financial Management & Role of CFO, WMHO, Chapter 13, Guest Lecturer, Deb Mohesky, MBA, MS, ACPEC, BCC, FHFMA, Founder, Health Star Partners

Saturday, April 15, 2017, Internal Consulting, WMHO, Chapter 14

Saturday, April 22, 2017, Marketing & Strategy, WMHO, Chapter 15

Saturday, April 29, 2017, Case Presentations & Discussions (To Be Assigned) THE MIDDLEBOURGH CASE BOOK

Saturday, May 6, 2017, Case Presentations & Discussions (To Be Assigned) THE MIDDLEBOROUGH CASE BOOK

Saturday, May 13, 2017, Final Class, General Feedback On Final Exams and Student Feedback on PADM 640, Hospital & Clinic Administration to Professor Ron Aldrich.